

Decorations, Awards, and Honors

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2-4. Announcement and presentation.

a. The winning unit will be announced on or about 7 November.

b. The award winning unit is responsible for setting up a ceremony and requesting a general officer to make the presentation.

Chapter 3

Format

3-1. Cover memorandum. Since the winning packet will be submitted to HQDA, nominations will—

a. Provide formal memorandum through the chain of command to HQDA (DAMO-ODL). See AR 672-11 for guidance.

b. The memorandum should indicate the packet is for the Brigadier General Jeremiah P. Holland Award.

3-2 Assembly.

a. The packet cover should reflect “Brigadier General Jeremiah P. Holland Award.”

b. Nomination packets will be prepared, tabbed, and assembled in accordance with (IAW) AR 672-11. Packets not prepared IAW AR 672-11, will not be considered.

c. Procedures for preparing correspondence for the packets are detailed in AR 25-50.

**Appendix A
Nomination Score Sheet**

STEM AWARD SCORE SHEET

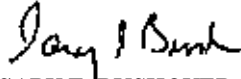
INSTALLATION _____

AREA	POINTS AVAILABLE	POINTS AWARDED
1. Table of Distribution and Allowances	2	_____
2. Training Assessment	10	_____
3. Weapons Qualification	7	_____
4. Physical Fitness	7	_____
5. Noncommissioned Officer Education	7	_____
6. Military Education	7	_____
7. Civilian Education	7	_____
8. Unit Awards	5	_____
9. Reenlistment	5	_____
10. Individual Awards	5	_____
11. Foundations of Excellence	15	_____
12. External Evaluations	8	_____
13. Evaluator's Points (Subjective Impression of Unit Packet)	15	_____
TOTAL	100	EVALUATOR _____

FOR THE COMMANDER:

OFFICIAL:

JAMES J. CRAVENS, JR.
Major General, GS
Chief of Staff


GARY E. BUSHOVER
Colonel, GS
Deputy Chief of Staff
for Information Management

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Special